

Cookley & WALPOLE PARISH COUNCIL

A Meeting of the Parish Council was held on Tuesday, June 21st 2016 in the Pavilion, Walpole at 7-30pm.

Minutes:

Present:

Cllr. David Cask (Chairman); Cllr. Anne Thomas (Vice-Chairman); Cllr. Nick Jarvis (left 9-10pm); Cllr. Zoé Mair; Cllr. Ian Newton; Cllr. Mike Porter; Cllr. Mark Wenham and Cllr. David Whitwood:

Also Present:

Paul Widdowson (Clerk):

1) Apologies:

Cllr. Michael Bygrave; Cllr. Rob Chase and District & County Cllr. Stephen Burroughes:

2) To receive declarations of interest:

Cllr. Z. Mair and Cllr. M. Porter – Cookpole and CEA: Cllr. Z. Mair and Cllr. A. Thomas – CEA and Allotments:

3) To receive a report from the County and District Cllr. Stephen Burroughes:

Cllr. S. Burroughes was not present but he had sent a report for both councils which the Clerk had sent to all councillors by email.

The Clerk reported that Cllr. S. Burroughes had asked Suffolk County Council to give a view on the rules that disqualify councillors and that he had received a reply from the Council's Monitoring Officer, Tim Ryder regarding the disqualification of Will Austin. The Clerk was asked to speak to Suffolk Association of Local Councils for a definitive view and to update Will Austin.

4) Public Session:

There were no members of the public in attendance.

5) To confirm the Minutes of the Council Meetings held on May 17th 2016:

The Minutes were agreed.

Proposer: Cllr. M. Porter: Second: Cllr. A. Thomas:

6) Matters arising:

There were no Matters Arising.

7) Planning Matters:

There were no planning applications

8) Donations:

There were no donations made by the council.

9) Defibrillator:

There were no donations made by the council.

9) Defibrillator:

The Clerk was asked to contact Cllr. R. Chase for a report.

10) Initiatives to cut Speeding:

Cllr. M. Bygrave was not present.

11) Emergency Plan:

Cllr. M. Welham reported that a questionnaire has been developed and will be distributed to all residents in the two parishes. He said that the Draft Emergency Plan is not quite completed yet but he hoped that it would be ready in a few weeks time with councillors seeing a draft plan. Cllr. M. Welham said that there needs to be still some further research with other local councils and sources and that the Plan is only up to where the Emergency Services are needed and for when they depart.

12) Clerk's Report and Correspondence:

The Clerk circulated the correspondence regarding Coastal Accessible Transport Services providing the new Suffolk Coastal District Council new rural transport service called 'Connecting Communities'. The Clerk also circulated a postcard advertising seats.

The Clerk said that Community Action Suffolk had on offer Free Membership to Parish Councils but had not sent Cookley and Walpole Parish Council an invitation. The Clerk said that he was trying to call them regarding the offer.

13) Financial Report:

The Clerk reported that the External Audit had taken up much time. He said that the paperwork had to be sent to the External Auditor by May 31st and the Clerk had put up the required notices for the public to see the accounts. The Clerk said that the Draft Accounting Documents were on the website. The Clerk said that he had been asked for more information on the Council's Assets and Payments by the External Auditor which the Clerk had provided. The Clerk reported that the VAT of £80-40 payable on the Picnic Table bought for the Walpole and Cookley Playing Field Trust cannot be claimed back and the July 2015 Minutes recorded that Councillors agreed to the net amount in reimbursement from the Trust. The Clerk was thanked for all his work regarding the External Audit.

The Clerk said that he had sent off the Authorisation Form to Barclays on May 27th. He said that he had not received any answer but would be making enquiries soon.

The Clerk reported that the Pension Regulator Compliance Day for the Council was on July 1st. The Clerk said that he would sort out compliance in August.

a) Balances at the Bank on May 31st 2016:

Business Community Account	£7 060-91
Business Premium Account	£1 095-78

The Clerk reported that there had been interest of 14p added on June 6th to the Business Premium Account. He said that a cheque from Energy Networks had been received to the value of £52-82.

b) Cheques for payment:

Chq. No. 100923 Will's Contract for January - June 2016	£675-00
Chq. No. 100924 Clerk's Salary for April - June 2016	£525-00

Chq. No. 100923 Will's Contract for January - June 2016	£675-00
Chq. No. 100924 Clerk's Salary for April – June 2016	£525-00
Chq. No. 100925 Clerk's Expenses for April – June 2016	£110-03

It was agreed that the moles on the Village Green would be controlled by the council paying for each visit individually and not on an annual contract.

Proposer: Cllr. Z. Mair: Second: Cllr. I. Newton:

c) National Salary Award for Clerks:

The Clerk said that new Salary Scales for 2016-2017 and 2017-2018 had been published and the Clerk's pay should be reviewed in view of these scales. The Clerk also reported that he was looking to register on the Suffolk Association of Local Council's Clerk's Qualification Course in July and August. It was agreed that the Chair and Vice-Chair would discuss this for the next meeting.

d) Information Commission Office Registration:

The Clerk said that the Internal Audit had recommended that the Council registers with the Information Commission Office. The Clerk said that the cost was £35. It was agreed to register.

Proposer: Cllr. A. Thomas: Second: Cllr. D. Whitwood

e) Asset Register:

The Clerk explained that the Asset Register had assets valued at cost value when they were bought by the council and the value does not change from that time. Hence the Picnic Table had been added at a Cost Price of £402 and the Bench had been added at the value of £507. The Clerk said that he had also reorganised the Register showing the last year and the new year with additions and deletions in a separate column. The Register was circulated and the new Register was agreed.

Proposer: Cllr. A. Thomas: Second: Cllr. D. Cask

f) Standing Orders/Financial Regulations/Legal Powers Identified:

The Clerk said that these would be discussed and updated at a future meeting.

14) Village Green:

It was agreed that Will Austin's work had left the Village Green looking very nice. The Clerk was asked to contact Will Austin regarding whether there was a problem with moles.

15) Flagship Affordable Homes:

Cllr. A. Thomas reported that she had received an email from Community Action Suffolk who had asked for advice from Hastoe Housing Association regarding the 'Right to Buy' of Housing Association properties. The email confirmed that Housing Associations are not expected to sell anything that is classed as 'Rural' and that includes Rural Exception Sites. However they may be expected to sell properties that are classed as 'Urban'.

16) Highways:

Cllr. M. Porter said that he had spent an hour entering pothole and 'grass too high especially at road junctions' reports on the Suffolk County Council Website.

17) Footpaths:

Cllr. N. Jarvis reported that Suffolk County Council had cleared some local footpaths recently after Cllr. N. Jarvis had alerted them. It was reported that Footpath 16 in Walpole Parish was overgrown and Cllr. N. Jarvis said that he would report it.

18) Trees:

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It was reported that where trees were overgrown, Suffolk County Council had been emailed.

19) Cemetery:

The Clerk reported that he had sent a price list to a local Stonemason who has been asked to do a memorial to be placed in Walpole Cemetery.

20) CEA & Allotments:

Cllr. Z. Mair reported that the hiring of electric bikes had risen and that power in the shed had been completed to recharge the bikes. Cllr. A. Thomas said that two people had taken up allotments, a link to the tank and pump powered by Solar Power had been made to irrigate the allotments and on September 3rd was this year's Flower and Produce Show.

21) External Meetings & Training:

It was noted that the 'World of Planning' course was on Wednesday, July 13th and Cllr. Z. Mair would book herself on the course.

22) Matters of Information from Members:

There were no matters of information.

23) To receive agenda items for the Parish Council Meeting to be held on July 19th 2016:

There were no agenda items mentioned for the next meeting.

The Meeting ended at 9-33pm.